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UNDP

ORGANIZATIONAL MATTERS

Decisions adopted by the Executive Board during 1998

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98/1. Narrowing the focus of United Nations Development Programme interventions

The Executive Board

1. Takes note of the report of the Administrator on narrowing the focus (DP/1998/5) and the comments made thereon;

2. Reaffirms that assistance to programme countries in their endeavour to realize sustainable human development, in line with their national development programmes and priorities, should remain the highest priority of the United Nations Development Programme, and that this assistance should be responsive and flexible, and must be based on the development plans and priorities of the programme countries and on the priorities set by the Executive Board;

3. Reaffirms the neutrality, multilateralism and universality of the United Nations Development Programme;

4. Emphasizes that coherence and focus is necessary to achieve the objectives of impact, sustainability, efficiency and effectiveness of the United Nations Development Programme interventions at the country level; and that the adoption of the programme approach should lead to fewer and larger interventions while allowing the Programme to assist programme countries in launching and piloting innovative projects;

5. Requests the United Nations Development Programme to develop further its expertise in providing capacity development assistance to programme countries in their pursuit of poverty eradication and their promotion of people's participation in development;

6. Underlines that a clear profile of the United Nations Development Programme role in each individual programme country and at the global level will facilitate the resource mobilization efforts of the Programme;

7. Recognizes the ongoing effort within the United Nations Development Programme to identify an indicative list of core development services;

8. Requests the United Nations Development Programme to cooperate to the maximum extent possible with all actors in the field of development cooperation, in particular the United Nations funds, programmes and specialized agencies, in order to foster synergies, avoid duplication and make optimal use of available resources;

9. Endorses on this basis the guiding principles contained in paragraphs 20 to 40 of document DP/1998/5;

10. Decides that the guiding principles should be applied to all country, regional and global cooperation frameworks as well as to sub-elements of these frameworks, taking into account the specific conditions of programme countries, whether funded from core resources or non-core resources;

11. Requests the Administrator to operationalize the guiding principles, including a mechanism for implementation, impact measurement and evaluation, and to incorporate the guiding principles into the new programming manual of the United Nations Development Programme;

12. Requests the Administrator to ensure that all future presentations to the Executive Board of country, regional and global cooperation frameworks, beginning at the first regular session in 1999, as well as reviews and evaluations of these frameworks, are structured in a manner that clearly describes how each of the guiding principles are applied;

13. Requests the Administrator to report at its annual session 2000 on all aspects of progress in the operationalization of the guiding principles, including the mechanism for implementation, impact measurement and evaluation.

23 January 1998

98/2. Review of policy implications of change and non-core funding

The Executive Board

1. Recalls General Assembly resolutions 47/199, 50/120, 50/227 and 52/203, Economic and Social Council resolution 97/59, and its decision 90/14, 95/23 and its decision 97/15 on change management, particularly paragraphs 9 and 10 thereof;

2. Welcomes the report of the Administrator (DP/1999/3) and takes note of the comments made thereon by delegations;

3. Reaffirms that the fundamental characteristics of the operational activities of the United Nations Development Programme should be, inter alia, their universal, voluntary and grant nature, their neutrality and their multilateralism;

4. Emphasizes the role of the United Nations Development Programme as a development partner and facilitator in responding to development needs, including the assistance in mobilizing funds in support of programme country development priorities from all available sources;

5. Recalls that core resources are the bedrock of the United Nations Development Programme and that they ensure universality, predictability, neutrality and multilateralism at the United Nations Development Programme as well as the ability to respond in a flexible way to the needs of programme countries, in particular those of least developed countries and low-income countries;

6. Expresses deep concern on the decline in core resources and the negative impact of this decline on the future work of the United Nations Development Programme and requests that the respective proportions of core and non-core resources be kept under review;

7. Recognizes the importance of non-core resources, including cost-sharing and non-traditional sources of financing, as a mechanism to enhance the capacity and supplement the means of the United Nations Development Programme to achieve the goals and priorities specified in decision 94/14;

8. Reaffirms the role of the United Nations Development Programme at the country level in providing a range of support services for national execution and the implementation of the projects of the United Nations Development Programme, including those funded by non-core resources, within the parameters below:

(a) Support will be provided only at the request of programme country Governments;

(b) Support will be provided only for activities within the country cooperation framework and the sustainable human development framework;

(c) Support will be provided based on a thorough capacity assessment of the executing agent, particularly with regard to administrative and operational management capacity and with regard to full accountability for funds managed by the United Nations Development Programme;

(d) Support will be accompanied by appropriate capacity-building measures, including clear exit strategies to ensure that long-term capacity-building objectives are achieved;

(e) As part of the revision of the national execution procedures, appropriate instruments will be put in place to improve the monitoring and the evaluation of such services, including obligatory annexes to all project documents stating the nature and scope of such support as well as the functions and responsibilities of the parties involved;

(f) At the request of the Government of the programme country, the United Nations Development Programme will take systematically into account services that can be provided by United Nations specialized agencies or other relevant execution, implementing and procurement agents;

(g) In accordance with Executive Board decision 94/28, the role of the United Nations Development Programme as executing agent shall remain limited to countries in special circumstances and apply only when it can be demonstrated that it is essential to safeguard the full responsibility and accountability of the Administrator for effective programme and project delivery;

9. Requests that, when the United Nations Development Programme develops, implements and manages activities funded by non-core resources, in an integrated, transparent, flexible and accountable manner, the additional costs resulting from non-core-funded activities be fully recovered and requests also that these activities and their support costs be systematically identified in the cooperation frameworks;

10. Requests the Administrator to submit to the Executive Board at its annual session 2001 an evaluation, in consultation with programme countries,

relevant units of the United Nations system and with members of the Board, on all aspects of activities funded by non-core resources, including government cost-sharing, and on their impact on national capacities, particularly concerning the modalities applied by the United Nations Development Programme;

11. Decides to keep the trends and impact of non-core resources under close review and to this end requests the Administrator, in the context of his annual report, to provide comprehensive information thereon, including on their amount, origin, destination and influence on programming.

23 January 1998

98/3. Funding strategy for the United Nations Development Programme

The Executive Board

1. Takes note of the report of the Administrator on moving towards a sustainable funding strategy for the United Nations Development Programme (DP/1997/CRP.23) and the comments made during the Executive Board discussion;

2. Reaffirms that core resources are the bedrock of the United Nations Development Programme and that they ensure the universality, predictability, neutrality and multilateralism of the Programme as well as the ability to respond in a flexible way to the needs of programme countries, in particular those of the least developed countries and low-income countries;

3. Notes with concern that, despite significant improvements in efficiency at the United Nations Development Programme, core resources declined during the previous programming cycles and fall short of the initial planning figure set in decision 95/23 and of the increasing needs of programme countries; and notes with appreciation the contribution of programme countries to core resources of the Programme; and notes that, despite contributions from a new set of member countries, core funding remains dependent on a limited number of donors; that to manage this funding shortfall, the Administrator extended the implementation phase of some country programmes; and that further programme delays may affect programme results and the credibility of the Programme as a reliable development partner;

4. Recognizes that core and non-core resources are components of the United Nations Development Programme funding; that urgent action by the Executive Board is needed to deal with the funding situation in the short and longer terms; that a clearer profile of the role of the Programme at all levels is needed; and that, simultaneously, in accordance with General Assembly resolution 50/227 and Economic and Social Council resolution 1997/59, the Executive Board needs to set specific and realistic targets for core resources and decide on a future funding mechanism to make the funding of the Programme more secure and predictable;

5. Recognizes that positive results of the efforts to narrow the focus of United Nations Development Programme activities will play an important role in mobilizing core resources for the Programme in the future;

6. Requests the Administrator to present to the Executive Board, at its second regular session 1998, a three-year financial forecast outlining the financial commitments as of 31 December 1997 entered into by the United Nations Development Programme as a result of Board decisions on country cooperation frameworks, regional and global programmes, and other policy, administrative, and reform measures; and to ensure that the financial implications of all future programming, administrative, and policy recommendations brought for Board approval are presented to the Board prior to their adoption;

I. SHORT-TERM ACTION

7. Urges all member countries, in particular the donors and other countries in a position to do so, to contribute additional funds to United Nations Development Programme core resources and to make early payment of their contributions;

8. Requests the Administrator to ensure that, in the short term, administrative costs will be maintained at levels currently agreed upon, as per decision 97/24, and that all additional contributions to core resources will be used exclusively to implement United Nations Development Programme development activities;

II. DEVELOPING A SUSTAINABLE FUNDING STRATEGY FOR UNDP

9. Decides, taking fully into account discussions in other forums, to convene an open-ended, ad hoc working group on the United Nations Development Programme funding strategy and requests the President of the Bureau of the United Nations Development Programme Executive Board to appoint a Bureau Vice-President to serve as chairperson, and requests the Secretary of the Executive Board, and other relevant Programme divisions, to facilitate and support the working group deliberations;

10. Decides that the mandate of the open-ended, ad hoc working group shall be:

(a) A review of various funding mechanisms as well as other options for the United Nations Development Programme so as to place the funding of the Programme on a predictable, assured, and continuous basis, taking into account various budgetary processes in contributing countries, as well as the need for more equitable burden-sharing among donor countries;

(b) Development of guidelines and criteria to set funding targets for the United Nations Development Programme core resources, based in particular on: (i) the goals and priorities of the Programme as specified in decisions 94/14 and 95/23; (ii) the development needs and priorities of programme countries as identified in country cooperation frameworks; (iii) projected core

contributions; (iv) the funding role of the Programme within the larger context of international development financing; and (v) existing long-term commitments and strategies;

11. Acknowledges the relevance of upcoming Executive Board discussions on the successor programming arrangements, including the review of the current eligibility criteria for the allocation of core resources to programme countries, and the need for a clear institutional profile to increase public awareness and generate support, and to develop an effective communication and information strategy to be used in advocacy work for the United Nations Development Programme;

12. Requests the Administrator to ensure that close coordination and consultation with similar efforts undertaken by other United Nations funds and programmes will be provided for throughout the work of the working group to ensure, to the extent possible, consistency in approaches and mechanisms adopted by the Executive Boards of United Nations funds and programmes to respond to the mandates of the General Assembly and the Economic and Social Council;

13. Requests the President of the Executive Board to report to the Board on the progress achieved by the open-ended, ad hoc, working group, at each upcoming session of the Board with a view to adopting a decision on a sustainable funding strategy at its third regular session 1998.

23 January 1998

98/4. Overview of decisions adopted by the Executive Board at its first regular session 1998

The Executive Board

Recalls that during the first regular session 1998 it:

ITEM 1: ORGANIZATIONAL MATTERS

Elected the following Bureau for 1998:

President	H.E. Mr. Jacob Botwe Wilmot (Ghana)
Vice-President	Dr. Atul Khare (India)
Vice-President	Mr. Volodymyr Reshetnyak (Ukraine)
Vice-President	H.E. Dr. John W. Ashe (Antigua and Barbuda)
Vice-President	Mr. Alan March (Australia)

Approved the agenda and work plan for its first regular session 1998 (DP/1998/L.1) as orally amended;

Approved the report of the third regular session 1997 (DP/1998/1);

Approved the annual work plan 1998 for UNDP/UNFPA Executive Board as orally amended and annexed to the present decision;

Agreed to the following schedule of future sessions of the Executive Board in 1998 subject to the approval of the Committee on Conferences:

Second regular session 1998:	20-24 April 1998
Annual session 1998:	8-19 June 1998 (Geneva)
Third regular session 1998:	14-18 September 1998

Agreed to the following tentative schedule of future sessions of the Executive Board in 1999:

First regular session 1999:	11-15 January 1999
Second regular session 1999:	5-9 April 1999
Annual session 1999:	14-25 June 1999 (New York)
Third regular session 1999:	13-17 September 1999

Agreed to the subjects to be discussed at the second regular session 1998 of the Board, as listed in the annexed work plan;

UNDP/UNFPA SEGMENT

ITEM 2: RECOMMENDATIONS OF THE BOARD OF AUDITORS

Took note of the UNDP report on follow-up to recommendations of the report of the Board of Auditors for the biennium 1994-1995 (DP/1998/4);

Took note of the UNFPA report on follow-up of the report of the Board of Auditors for 1994-1995: status of implementation of recommendations (DP/FPA/1998/1);

UNFPA SEGMENT

ITEM 3: UNFPA: COUNTRY PROGRAMMES AND RELATED MATTERS

Approved the following country and subregional programmes:

Paraguay (DP/FPA/CP/195);

China (DP/FPA/CP/196);

Nicaragua (DP/FPA/CP/197);

Egypt (DP/FPA/CP/198);

Algeria (DP/FPA/CP/199);

Pacific subregion (DP/FPA/CP/200);

Requested the Executive Director to report regularly to the Executive Board on the implementation of significant elements of the above programmes, including progress in meeting the principles and goals of the Programme of Action of the International Conference on Population and Development;

UNDP SEGMENT

ITEM 4: UNDP 2001

Took note of the oral report of the Administrator on the implementation of change management;

Adopted decision 98/1 of 23 January 1998 on narrowing the focus of United Nations Development Programme interventions;

ITEM 5: COUNTRY COOPERATION FRAMEWORKS AND RELATED MATTERS

Approved the implementation strategy for the first regional cooperation framework for Africa (1997-2001) (DP/1998/6);

Approved the implementation strategy for the first regional cooperation framework for the Arab States (1997-2001) (DP/1998/7 and Corr.1);

Approved the implementation strategy for the first regional cooperation framework for Asia and the Pacific (1997-2001) (DP/1998/8);

Approved the implementation strategy for the first regional cooperation framework for Europe and the Commonwealth of Independent States (1997-1999) (DP/1998/9);

Approved the implementation strategy for the first regional cooperation framework for Latin America and the Caribbean (1997-1999) (DP/1998/10);

Approved the following country cooperation frameworks and country programme extension:

I

First country cooperation framework for Cape Verde (DP/CCF/CVI/1);

First country cooperation framework for Ghana (DP/CCF/GHA/1);

First country cooperation framework for Mozambique (DP/CCF/MOZ/1);

Second extension of the sixth country programme for Kenya (DP/CP/KEN/6/EXTENSION II)

II

First country cooperation framework for Algeria (DP/CCF/ALG/1);

First country cooperation framework for the Libyan Arab Jamahiriya (DP/CCF/LIB/1);

III

First country cooperation framework for the Cook Islands (DP/CCF/CKI/1);

First country cooperation framework for the Republic of Korea (DP/CCF/ROK/1);

First country cooperation framework for Tokelau (DP/CCF/TOK/1);

IV

First country cooperation framework for Guatemala (DP/CCF/GUA/1);

First country cooperation framework for Nicaragua (DP/CCF/NIC/1);

Took note of the report of the Administrator on UNDP assistance to Myanmar contained in document DP/1998/11 and decided to consider, at its annual session 1998, a proposal for future UNDP assistance to Myanmar in conformity with Governing Council decision 93/21 and Executive Board decision 96/1;

ITEM 6: UNDP: RESOURCE MOBILIZATION

Adopted decision 98/2 of 23 January 1998 on the review of policy implications of change and non-core funding;

Adopted decision 98/3 of 23 January 1998 on funding strategy for the United Nations Development Programme;

Decided to postpone consideration of the report on the review of the round-table process (DP/1998/CRP.2) to its annual session 1998;

ITEM 7: OTHER MATTERS

Endorsed the Integrated Framework for Technical Assistance to Support Trade-related Activities in Least Developed Countries (DP/1998/CRP.4);

Took note of the report on UNDP follow-up to World Trade Organization initiatives for least developed countries (DP/1998/CRP.5);

Took note of the oral report on the results of the first session of the Conference of Parties of the Convention to Combat Desertification;

Took note of the oral report on the outcome of the ad hoc thematic meeting of the Joint United Nations Programme on HIV/AIDS Coordinating Board held in Nairobi from 16 to 18 November 1997;

Took note of the oral report by the Associate Administrator on the utilization of resources for target for resource assignment from the core (TRAC) line 1.1.3.

23 January 1998

Annex

DRAFT WORK PLAN FOR THE EXECUTIVE BOARD IN 1998

INTRODUCTION

1. In its decision 96/25, the Executive Board decided, inter alia, to introduce an annual work plan for the Executive Board. The present document contains a list of priority issues for UNDP and UNFPA for 1998, and proposes a draft work plan for the Executive Board, taking into account these priority issues as well as the legislation and guidelines established by the Executive Board and discussions held at the third regular session 1997 of the Executive Board.

UNDP

2. For UNDP, the biennium 1998-1999 will be one of implementation and consolidation of legislation adopted and initiatives taken during the current biennium. Priority will be given to implementation of the change management process and the new programming framework, as well as to the mobilization of support and resources for poverty eradication programmes. Within the change management process, the focus will be on three major areas: enhanced country focus; effectiveness and impact; and efficiency, accountability and good management. Strategy evaluations will be undertaken and presented to the Board as and when they are completed.

3. As decided by the Executive Board in 1996, the reports on special funds managed by UNDP are considered on a rotational basis. In 1998, it is proposed that the Board review the report on the United Nations Volunteers.

UNFPA

4. UNFPA priorities for 1998 are fivefold: (a) to increase the Fund's resource base on a more predictable, assured and continuous basis; (b) to continue to evaluate and to increase the effectiveness of programmes throughout the world; (c) to continue to implement new programme priorities and the new approach for resource allocation as contained in Executive Board decisions 95/15 and 96/15, respectively; (d) to improve the manner in which the Fund's programmes address absorptive capacity and resource utilization in programme countries; and (e) to collaborate in the implementation of United Nations system-wide reform efforts. UNFPA will also collaborate with other relevant bodies in preparing for the ICPD +5 initiatives scheduled for 1999.

UNDP PRIORITY ISSUES FOR 1998

ISSUE	FOLLOW-UP	REPORT TYPE	SESSION
A. Implementation of UNDP 2001	UNDP 2001: Progress report and strategy for implementing next steps, ensuring synergy with the United Nations reforms (97/15 para 21)	Oral	First and annual
	Analysis of the introduction of subregional resource facilities (97/15 para 16)	Official	Annual
B. Implementation of the new programming framework	Implementation strategy for each regional cooperation framework, including performance measurement methodology and timetable for mid-term appraisal	Official	First
	Review of implementation of the programming cycle	Official	Third
	Analysis of results in accelerating programme delivery and strategic options for the future	Official	Third
C. Ensuring programme quality	Strategy for narrowing UNDP priority areas of focus, building on the September 1997 workshop	Official	First
D. Funding strategies and outreach	Strategy for increasing UNDP core resources and creating a more sustainable funding base	CRP	First
	Assessment of lessons learned in mobilizing core as well as non-core resources and strategic options for the future	Official	First
	Options for improving the UNDP communication and information policy as a tool for mobilizing resources and increasing public awareness of UNDP value-added and impact	Official	Annual

UNFPA PRIORITY ISSUES FOR 1998

ISSUE	FOLLOW-UP	REPORT TYPE	SESSION
A. Increase resource base	Further develop resource strategy	Official a/	Annual
	Explore innovative funding mechanisms		
	Explore ways to ensure stable, predictable income		
B. Operationalization of core programme areas	Focus on adolescent reproductive health	Official a/	Annual
	Implement information strategy and advocacy activities	Oral	Annual
	Translate into specific activities at country level	Official b/	Second and third
	Promote involvement of national non-governmental organizations	Official a/	Annual
	Conduct thematic and programme evaluations	Official	Annual
C. Implementation of resource allocation approach	Country programming process	Official b/	Second, third and annual
D. Strengthening of internal oversight, audit and accountability	Increase number and quality of management audits and policy application reviews	Official a/	Annual
E. Preparations for ICPD + 5	Status report on preparations	Oral c/	Second and annual
F. Study of absorptive capacity and resource utilization in programme countries	Recommendations on concrete operational measures	Official	Annual

a/ Reported on in the context of the annual report
b/ Reflected in country programmes and in the annual report
c/ May be taken up at the second regular session and/or annual session

EXECUTIVE BOARD OF UNDP/UNFPA
TENTATIVE AGENDA FOR 1998

Table 1. First regular session 1998 (19-23 January 1998)
(5 working days)

Item No.	Nature of report	Action/ Information	Time Allotted	Item and subject
1				ORGANIZATIONAL MATTERS
				Election of the Bureau
	Official (DP/1998/L.1)	A		Provisional agenda, annotations, list of documents
	Official	A		Report on the third regular session 1997
	Official	I	½ day	Decisions adopted by the Executive Board in 1997
	CRP*	A		Annual work plan 1998 for UNDP/UNFPA Executive Board (96/25)
2				UNFPA/UNDP SEGMENT
	Official	A/I		Updated overview of implementation of recommendations of the Board of Auditors (97/2 and 97/3
				UNFPA SEGMENT
3	Official	A	½ day	UNFPA: COUNTRY PROGRAMMES AND RELATED MATTERS
				UNDP SEGMENT
4				UNDP 2001:
	Oral	I	½ day	Follow-up to decision 97/15 - Progress report
	Official	A		Narrowing the focus (97/15)

* An official report will be prepared in-session on the basis of the conference room paper.

Item No.	Nature of report	Action/ Information	Time Allotted	Item and subject
5				COUNTRY COOPERATION FRAMEWORKS AND RELATED MATTERS
	Official	A	1 day	Implementation strategy papers for regional cooperation frameworks (97/9) Country cooperation frameworks Assistance to Myanmar (96/1)
6				RESOURCE MOBILIZATION
	CRP	A/I	½ days	UNDP resources and funding strategy options: "Towards a sustainable funding strategy for UNDP"
	CRP	I		Review of round-table process
	Official	A		Review of modalities of non-core resources (96/44) including follow-up to 97/15 para. 23
7			½ day	OTHER MATTERS
	Oral	I	½ day	UNDP/UNFPA/UNICEF JOINT SESSION Exchange of views on the impact of overall United Nations reform on the funds and programmes

Abbreviations: A = action; CRP = conference room paper; and I = information.

Table 2. Second regular session 1998 (20-24 April 1998)
(5 working days)

Item No.	Nature of report	Action/ Information	Time Allotted	Item and subject
1				ORGANIZATIONAL MATTERS
	Official (DP/1998/L.2)	A		Provisional agenda, annotations, list of documents
	Official	A	½ day	Report on the first regular session 1998
				Decisions adopted by the Executive Board at its first regular session 1998
				UNDP/UNFPA SEGMENT
2	Official	A	½ day	REPORTS TO THE ECONOMIC AND SOCIAL COUNCIL
				UNDP SEGMENT
3	Official	A	1 day	Country cooperation frameworks and related matters
				UNFPA SEGMENT
4	Official	A	1½ days	Country programmes and related matters
5				FINANCIAL, BUDGETARY AND ADMINISTRATIVE MATTERS
	Oral	I	¼ day	Criteria and mechanisms for budget adjustments in the event of any significant shortfall in income (97/26)
6				TECHNICAL SUPPORT SERVICES
	Oral	I	½ day	Review of "Report on an assessment of the TSS specialist posts at headquarters and regional levels" (97/27)

Item No.	Nature of report	Action/ Information	Time Allotted	Item and subject
7				STAFF TRAINING ACTIVITIES
	Oral	I	¼ day	Status report on the implementation of evaluation recommendations (97/29)
8				RESOURCE MOBILIZATION
	Official	A	½ day	Consequences of resource shortfalls in achieving ICPD goals (97/29)
9				OTHER MATTERS including:
	Oral	I	¼ day	Update on Coordinating Committee on Health

Abbreviations: A = action; CRP = conference room paper; and I = information.

Table 3. Annual session 1998 (8-19 June 1998)
(10 working days)

Item No.	Nature of report	Action/ Information	Time Allotted	Item and subject
1				ORGANIZATIONAL MATTERS
	Official (DP/1998/L.3)	A		Provisional agenda, annotations, list of documents/work plan
	Official	A		Report on the second regular session 1998 Decisions adopted by the Executive Board at its second regular session 1998
				UNFPA SEGMENT
2	Official	I	1½ days	REPORT OF THE EXECUTIVE DIRECTOR FOR 1997 Introduction by the Executive Director Programme priorities and implementation Resource mobilization Global Contraceptive Commodity Programme/Global Initiative on Contraceptive Requirements Regional overview Statistical annex
3	Official	A	½ day	ABSORPTIVE CAPACITY AND FINANCIAL RESOURCE UTILIZATION (96/27)
4	Official	A	½ day	WORK PLAN AND REQUEST FOR PROGRAMME EXPENDITURE AUTHORITY
5	Official	I	½ day	PERIODIC REPORT ON EVALUATION

Item No.	Nature of report	Action/ Information	Time Allotted	Item and subject
6				INFORMATION AND COMMUNICATION STRATEGY
	Oral	I	½ day	Implementation of decision 97/13
7	Oral	I		REPORT ON STATUS OF THE COORDINATING COMMITTEE ON HEALTH
				UNDP SEGMENT
8				ANNUAL REPORT OF THE ADMINISTRATOR
	Official	A		Introduction by the Administrator
	Official	A	2 days	Main programme record, including reporting on special funds
	Official	I		Assistance to the Palestinian people
	Official	I		The United Nations New Agenda for Development in Africa and the Special Initiative for Africa
	Official	I		Reports of the Joint Inspection Unit
	Official	I		Statistical annex
9	CRP	I		UNDP 2001: Follow up to decision 97/15 para 16 (Interim report on SURFs)
10	Official	I	½ day	Follow-up to the United Nations Reform including transfer to the United Nations Development Programme of the responsibilities of the Emergency Relief Coordinator for natural disaster mitigation, prevention and preparedness
11	Official	I	½ day	EVALUATION

Item No.	Nature of report	Action/ Information	Time Allotted	Item and subject
12	Official	I/A	½ day	UNITED NATIONS VOLUNTEERS
13			½ day	RESOURCE MOBILIZATION (including review of round-table process)
14	Official		½ day	COUNTRY COOPERATION FRAMEWORKS AND RELATED MATTERS (including Assistance to Myanmar)
15			½ day	COMMUNICATION AND INFORMATION POLICY
	Official	I		Follow up to decision 97/17 (para 10)
16				UNITED NATIONS OFFICE FOR PROJECT SERVICES
	Official	A	½ day	Report on the United Nations Office for Project Services (96/33)
	Official			Report on follow-up on recommendations of the Board of Auditors on UNOPS (97/23)
				UNDP/UNFPA SEGMENT
17	Oral	I	½ day	Reports on internal oversight
18			½ day	OTHER MATTERS including: - Briefing on UNAIDS
*				

* NOTE: A Special Event on 1998 State of World Population report will be organized by UNFPA for half a day.

Abbreviations: A = action; CRP = conference room paper; I = information; and ICPD = International Conference on Population and Development.

Table 4. Third regular session 1998 (14-18 September 1998)
(5 working days)

Item No.	Nature of report	Action/ Information	Time Allotted	Item and subject
1				ORGANIZATIONAL MATTERS
	Official (DP/1998/L.4)	A		Provisional agenda, annotations, list of documents
	Official	A	½ day	Report on the annual session 1998
	CRP	I		Decisions adopted by the Executive Board at the annual session 1998
				Outline for Executive Board work plan 1999
				UNDP SEGMENT
2				UNDP 2001 : Progress report
3				FINANCIAL, BUDGETARY AND ADMINISTRATIVE MATTERS
	Official	I/A		Report on the implementation of the budget for biennium 1998-1999 (97/24)
	Official	I		Annual review of the financial situation 1997
		I	1 day	Activities of the Inter-Agency Procurement Services Office
				Subcontracts awarded and major equipment ordered
				Review and revision of UNDP Financial Regulations and Rules

Item No.	Nature of report	Action/ Information	Time Allotted	Item and subject
4				COUNTRY COOPERATION FRAMEWORKS AND RELATED MATTERS
	Official	A		Review of implementation of the new programming cycle
	Oral	I	1 day	Report on implementation of the first country cooperation framework for Nigeria (97/25)
	Official			Country cooperation frameworks
5				UNOPS: FINANCIAL, BUDGETARY AND ADMINISTRATIVE MATTERS
	Official	A	½ day	Revised budget estimates for the biennium 1996-1997
	Official	I		Audit reports
6	Oral			UNIFEM (97/18)
7			½ day	RESOURCE MOBILIZATION
				UNFPA SEGMENT
8				FINANCIAL, BUDGETARY AND ADMINISTRATIVE MATTERS
	Official	I		Annual financial review, 1997
	Official	I		Status of financial implementation of country programmes
	Official	I	1 day	Multi-bilateral and trust fund arrangements (97/26)
	Official	I		Progress in implementing the support budget for 1998-1999 (97/26)
9				SOUTH-SOUTH COOPERATION
	Official	A		"Partners in Population and Development " (96/9)

Item No.	Nature of report	Action/ Information	Time Allotted	Item and subject
10	Official	A	½ day	COUNTRY PROGRAMMES AND RELATED MATTERS
11				OTHER MATTERS including:
				- Field visits
	Oral	I		- Status report on the Coordinating Committee on Health

Abbreviations: A = action; CRP = conference room paper; I = information; and UNOPS = United Nations Office for Project Services.

98/5. UNDP/UNFPA reports to the Economic and Social Council

The Executive Board

1. Takes note of the reports to the Economic and Social Council (DP/1998/14 and Corr.1 and DP/FPA/1998/2 and Corr.1 (French only)) and of the recommendations therein and decides to transmit them to the Economic and Social Council, together with the comments made by delegations and statements and answers given by the Administrator of the United Nations Development Programme and the Executive Director of the United Nations Population Fund at the present session;

2. Calls on the Administrator and Executive Director to provide in future reports to the Economic and Social Council: a thorough analysis of problems encountered and lessons learned in the field; a focus on issues that will permit the Council to fulfil its coordinating role; and, in this context, to present relevant statistical data in a consolidated manner;

3. Invites the Administrator and Executive Director to consult with other members of the United Nations Development Group on a consolidated list of issues central to the improved coordination of operational activities for submission to and consideration by the Economic and Social Council during its 1998 substantive session;

4. Also invites the Economic and Social Council to recommend, at its 1998 substantive session, actions intended to increase the usefulness of these reports as inputs to the deliberations of the Economic and Social Council, as called for in General Assembly resolution 48/162, by inter alia, considering whether any issues in the current format are suitable for joint recommendations by the funds and programmes.

24 April 1998

98/6. UNFPA technical support services

The Executive Board

1. Takes note of the Report on an Assessment of the Technical Support Services (TSS) Specialist Posts at Headquarters and Regional Levels (an independent evaluation report prepared for the United Nations Population Fund in 1997) and of the report of the Executive Director on the UNFPA technical support services system (DP/FPA/1997/16), submitted to the Executive Board at its third regular session 1997, and in light of Executive Board decision 97/27;

2. Authorizes the continued funding of the TSS specialist posts until 31 December 1999 as proposed in document DP/FPA/1997/16;

3. Requests the Executive Director of the United Nations Population Fund to continue actively to seek workable solutions to the concerns raised in the independent evaluation report in dialogue with partner organizations, in particular on coordination, accountability, the communication between the three

levels of the system and advocacy function of TSS specialists in the partner organizations;

4. Also requests the Executive Director of the United Nations Population Fund to submit at the second regular session 1999 a brief progress report on the effectiveness of the improvements that have been implemented in the operation of the TSS system since the third regular session 1997;

5. Invites the Executive Director of the United Nations Population Fund, in light of the recommendations arising from the ICPD+5 process and in consultation with partner agencies, to develop future options for (a) providing specialist support and advice to country support teams and country programmes through arrangements that utilize the best expertise available within the United Nations system and from other sources and (b) enhancing the involvement and contribution of relevant United Nations specialized agencies in taking forward and promoting the ICPD agenda;

6. Requests the Executive Director of the United Nations Population Fund to present these proposals in a report, including an analysis of the financial and budgetary aspects, to the Executive Board at its third regular session in 1999.

24 April 1998

98/7. Resource mobilization strategy for the United Nations Population Fund

The Executive Board

1. Takes note of the report of the Executive Director on Mobilizing Resources Now and for the Future: UNFPA's Strategy (DP/FPA/1998/CRP.2);

2. Invites the Executive Director to update the conference room paper on Mobilizing Resources Now and for the Future: UNFPA's Strategy (DP/FPA/1998/CRP.2) and to report to the Executive Board at its annual session 1998;

3. Requests the Executive Director to organize informal intersessional meetings of the Board with a view to reviewing various funding mechanisms for the United Nations Population Fund and also requests the Executive Director to report to the Board on progress made in the informal intersessional meetings with a view to adopting at its third regular session 1998 a decision on a sustainable funding strategy that will place the funding of the United Nations Population Fund on a predictable, assured and continuous basis so as to enable it to play a central role in the follow-up to the Programme of Action of the International Conference on Population and Development.

24 April 1998

98/8. Approval of recruitment of country representatives

The Executive Board

1. Recalls Executive Board decision 97/26;

2. Takes note of the Executive Director's comments together with the comments made by delegations on this matter;

3. Authorizes the Executive Director of UNFPA to begin recruitment of seven country representatives, as proposed in decision 97/26, in line with the availability of resources;

4. Requests the Executive Director to table in writing a financial update to the Board at its annual session.

24 April 1998

98/9. Overview of decisions adopted by the Executive Board at its second regular session 1998

The Executive Board

Recalls that during the second regular session 1998 it:

ITEM 1: ORGANIZATIONAL MATTERS

Approved the agenda and work plan for its second regular session 1998 (DP/1998/L.2) as orally amended;

Approved the report on the first regular session 1998 (DP/1998/12 and Corr.1);

Approved that part of the report on the second regular session (contained in documents DP/1998/L.15 and DP/1998/L.16) concerning the reports to the Economic and Social Council (DP/1998/14 and Corr.1 and DP/FPA/1998/2 and Corr.1 (French only));

Agreed to the following schedule of future sessions of the Executive Board in 1998 and 1999 subject to the approval of the Committee on Conferences:

Annual session 1998:	8-19 June 1998 (Geneva)
Third regular session 1998:	14-18 September 1998
First regular session 1999:	25-29 January 1999
Second regular session 1999:	5-9 April 1999
Annual session 1998:	14-25 June 1999 (New York)
Third regular session 1999:	13-17 September 1999

Agreed to the subjects to be discussed at the annual session 1998 of the Board, as listed in the annexed work plan;

UNDP/UNFPA SEGMENT

ITEM 2: REPORTS TO THE ECONOMIC AND SOCIAL COUNCIL

Adopted decision 98/5 of 24 April 1998 on the reports to the Economic and Social Council;

UNDP SEGMENT

ITEM 3: COUNTRY COOPERATION FRAMEWORKS AND RELATED MATTERS

Took note of the report on the three-year financial forecast outlining the financial commitments as of 31 December 1997 (DP/1998/CRP.6);

Approved the following country cooperation frameworks and country programme extensions:

I

First country cooperation framework for Côte d'Ivoire (DP/CCF/IVC/1);
First country cooperation framework for Gambia (DP/CCF/GAM/1);
First country cooperation framework for Guinea (DP/CCF/GUI/1);
First country cooperation framework for Mali (DP/CCF/MLI/1 and Corr.1 (English only));
First country cooperation framework for Rwanda (DP/CCF/RWA/1);
First country cooperation framework for Togo (DP/CCF/TOG/1);
First extension of the fifth country programme for Niger (DP/CP/NER/5/EXTENSION I);

II

First country cooperation framework for Bahrain (DP/CCF/BAH/1);

III

First country cooperation framework for Albania (DP/CCF/ALB/1);

IV

First country cooperation framework for Bolivia (DP/CCF/BOL/1);
First country cooperation framework for the Turks and Caicos Islands (DP/CCF/TCI/1);
Second extension of the third country programme for Antigua and Barbuda (DP/CP/ANT/3/EXTENSION II);
Second extension of the fifth country programme for Haiti (DP/CP/HAI/5/EXTENSION II);

UNFPA SEGMENT

ITEM 4: UNFPA: COUNTRY PROGRAMMES AND RELATED MATTERS

Approved the following country programmes:

I

Assistance to the Government of Botswana (DP/FPA/BWA/3);
Assistance to the Government of Cameroon (DP/FPA/CMR/3);
Assistance to the Government of Equatorial Guinea (DP/FPA/GNQ/3);
Assistance to the Government of Ethiopia (DP/FPA/ETH/4);
Assistance to the Government of Gabon (DP/FPA/GAB/3);
Assistance to the Government of Guinea-Bissau (DP/FPA/GNB/3);
Assistance to the Government of Lesotho (DP/FPA/LSO/3);
Assistance to the Government of Mali (DP/FPA/MLI/4);
Assistance to the Government of Mauritania (DP/FPA/MRT/4);
Assistance to the Government of Mozambique (DP/FPA/MOZ/5);
Assistance to the Government of Niger (DP/FPA/NER/4);
Assistance to the Government of Rwanda (DP/FPA/RWA/4);
Assistance to the Government of Sao Tome and Principe (DP/FPA/STP/3);
Assistance to the Government of South Africa (DP/FPA/ZAF/1);
Assistance to the Government of Swaziland (DP/FPA/SWZ/3);

II

Assistance to the Government of Jordan (DP/FPA/JOR/5);
Assistance to the Government of Yemen (DP/FPA/YEM/2);

III

Assistance to the Government of Bangladesh (DP/FPA/BGD/5);
Assistance to the Government of Bhutan (DP/FPA/BTN/3);
Assistance to the Government of the Democratic People's Republic of Korea (DP/FPA/PRK/3);
Extension of assistance to the Government of the Islamic Republic of Iran (DP/FPA/IRN/2/EXT1);
Assistance to the Government of Maldives (DP/FPA/MDV/2);
Assistance to the Government of Papua New Guinea (DP/FPA/PNG/2);
Assistance to the Government of Thailand (DP/FPA/THA/7);

IV

Assistance to the Government of Bolivia (DP/FPA/BOL/2);
Assistance to the Government of Brazil (DP/FPA/BRA/2);
Assistance to the Government of Colombia (DP/FPA/COL/3);

ITEM 5: FINANCIAL, BUDGETARY AND ADMINISTRATIVE MATTERS

Took note of the oral report on the criteria and mechanisms for budget adjustments in the event of any significant shortfall in income (97/26);

Adopted decision 98/8 of 24 April 1998 on approval of recruitment of UNFPA country representatives;

ITEM 6: TECHNICAL SUPPORT SERVICES

Adopted decision 98/6 of 24 April 1998 on UNFPA technical support services;

ITEM 7: STAFF TRAINING ACTIVITIES

Took note of the oral report on the implementation of evaluation recommendations (97/29) on UNFPA staff training activities;

ITEM 8: RESOURCE MOBILIZATION

Adopted decision 98/7 of 24 April 1998 on a resource mobilization strategy for the United Nations Population Fund;

ITEM 9: OTHER MATTERS

Took note of the progress report on change management;

Confirmed the nomination of Botswana from the African Group to represent the Executive Board on the WHO/UNICEF/UNFPA Coordinating Committee on Health;

Took note of the presentation of the Chairman of the Commission on Social Development.

24 April 1998

Table 1. Annual session 1998 (8-19 June 1998)
(10 working days)

Item No.	Nature of report	Action/ Information	Time allotted	Item and subject
1				ORGANIZATIONAL MATTERS
	Official (DP/1998/L.3)	A		Provisional agenda, annotations, list of documents/work plan
	Official	A		Report on the second regular session 1998
				Decisions adopted by the Executive Board at its second regular session 1998
				UNFPA SEGMENT
2	Official	I	1½ days	REPORT OF THE EXECUTIVE DIRECTOR FOR 1997
				Introduction by the Executive Director
				Programme priorities and implementation
				Resource mobilization
				Global Contraceptive Commodity Programme/Global Initiative on Contraceptive Requirements
				Regional overview
				Statistical annex
17	Oral/CRP	A		UNFPA RESOURCE MOBILIZATION STRATEGY
3	Official	A	½ day	ABSORPTIVE CAPACITY AND FINANCIAL RESOURCE UTILIZATION (96/27)
4	Official	A	½ day	WORK PLAN AND REQUEST FOR PROGRAMME EXPENDITURE AUTHORITY
5	Official	I	½ day	PERIODIC REPORT ON EVALUATION

Item No.	Nature of report	Action/ Information	Time allotted	Item and subject
6				INFORMATION AND COMMUNICATION STRATEGY
	Oral	I	½ day	Implementation of decision 97/13
7	Oral	I		REPORT ON STATUS OF THE COORDINATING COMMITTEE ON HEALTH
				UNDP SEGMENT
8				ANNUAL REPORT OF THE ADMINISTRATOR
	Official	A		Introduction by the Administrator
	Official	A		Main programme record, including reporting on special funds
	Official	I	2 days	Assistance to the Palestinian people
	Official	I		The United Nations New Agenda for Development in Africa and the Special Initiative for Africa
	Official	I		Reports of the Joint Inspection Unit
	Official	I		Statistical annex
	CRP	I		UNDP 2001: Follow-up to decision 97/15 para 16 (Interim report on subregional resource facilities(SURFs))

Item No.	Nature of report	Action/ Information	Time allotted	Item and subject
9	Official	I	½ day	Follow-up to the United Nations Reform, including transfer to the United Nations Development Programme of the responsibilities of the Emergency Relief Coordinator for natural disaster mitigation, prevention and preparedness
10	Official	I	½ day	EVALUATION
11	Official	I/A	½ day	UNITED NATIONS VOLUNTEERS
12	CRP		½ day	RESOURCE MOBILIZATION (including review of round-table process)
13	Official		½ day	COUNTRY COOPERATION FRAMEWORKS AND RELATED MATTERS (including assistance to Myanmar)
14			½ day	COMMUNICATION AND INFORMATION POLICY
	Official	I		Follow-up to decision 97/17 (para 10)
15				UNITED NATIONS OFFICE FOR PROJECT SERVICES
	Official	A	½ day	Report on the United Nations Office for Project Services (96/33)
	Official			Report on follow-up to recommendations of the Board of Auditors on UNOPS (97/23)

Item No.	Nature of report	Action/ Information	Time allotted	Item and subject
				UNDP/UNFPA SEGMENT
16	Oral	I	½ day	Reports on internal oversight
18			½ day	OTHER MATTERS, including:
				- Briefing on UNAIDS
*				

* **NOTE:** A Special Event on 1998 State of World Population report will be organized by UNFPA for half a day.

Abbreviations: A = action; CRP = conference room paper; I = information; and ICPD = International Conference on Population and Development.

98/10. UNFPA: Absorptive capacity

The Executive Board

1. Takes note of the report of the Executive Director on absorptive capacity and financial resource utilization in programme countries (DP/FPA/1998/4);

2. Also takes note of the importance of South/South cooperation in enhancing absorptive capacity;

3. Further takes note of the need to enhance, where appropriate, the role of civil society organizations and the private sector;

4. Endorses the actions already taken to increase the absorptive capacity and resource utilization in programme countries, including, inter alia, training and the issuance and implementation of the new UNFPA Policies and Procedures Manual;

5. Endorses the recommendations for further developing absorptive capacity and resource utilization in programme countries contained in document DP/FPA/1998/4;

6. Urges the Executive Director to take the steps necessary to implement the recommendations contained in document DP/FPA/1998/4, bearing in mind the comments made by delegations at the 1998 annual session;

7. Requests the Executive Director to report to the Executive Board on follow-up to the recommendations contained in document DP/FPA/1998/4 at its third regular session 2000.

12 June 1998

98/11. UNFPA work plan for 1999-2002 and programme expenditure authority

The Executive Board

1. Notes programme resource planning proposals of the Executive Director as set out in document DP/FPA/1998/5 and as revised by the Deputy Executive Director at the annual session 1998;

2. Approves the request for 1999 programme expenditure authority at a level equal to expected new programmable resources for 1999, currently estimated at $263 million, and requests the Executive Director to report to the Executive Board on any significant increases or shortfalls in estimated income for the year 1999;

3. Notes the following estimates of new programmable resources from regular resources for programme planning for the period 2000-2002: $283 million for 2000; $303 million for 2001; and $325 million for 2002;

4. Requests the Executive Director to take steps to evolve the work plan into a more focused, analytical and outcome-orientated document;

5. Invites the Executive Director in formulating the work plan for 2000-2003 to increase the proportion of programmable resources.

12 June 1998

98/12. UNFPA: Evaluation

The Executive Board

1. Welcomes the report of the Executive Director on United Nations Population Fund evaluation activities (DP/FPA/1998/6) and the progress made by the United Nations Population Fund in revising its monitoring and evaluation guidelines, which emphasize effectiveness and outputs;

2. Encourages the United Nations Population Fund to continue its efforts to enhance the analytical content of the periodic report on evaluation activities, particularly in regard to outcomes, achievements and lessons learned;

3. Requests the Executive Director actively to seek opportunities to undertake joint evaluations, where appropriate, with partner organizations and governments;

4. Also requests that efforts be made to increase further the percentage of external evaluations and to continue to report to the Executive Board on progress made towards this objective in the periodic report on evaluation activities;

5. Requests the Executive Director to include in the periodic report on evaluation activities, starting in the year 2000, an annex providing a record and analysis of evaluation compliance for all country programmes completed in the previous biennium in line with the evaluation work plan of the United Nations Population Fund.

12 June 1998

98/13. United Nations Volunteers programme

The Executive Board

1. Notes the diversity in the range of work of the United Nations Volunteers and their roles, the growth of the United Nations Volunteers

programme overall and, in particular, the achievement of reaching the largest number of serving volunteers;

2. Also notes the key messages of the Fourth Intergovernmental Meeting, captured in the Bonn Declaration;

3. Commends the United Nations Volunteers programme for continuing its efforts to ensure relevance through the launching and implementation of Strategy 2000;

4. Notes the issues identified by the internal management audit and recognizes the work under way by the United Nations Volunteers programme to respond to its findings;

5. Welcomes the decision to proclaim 2001 as the International Year of Volunteers;

6. Approves the proposals for the use of the one-time Special Voluntary Fund surplus, totalling $1.8 million, to implement the recommendations of the internal management audit;

7. Requests the United Nations Volunteers programme to report at the third regular session 1998 on the management of the reserve for security and medical evacuation needs in the context of the annual review of the financial situation;

8. Decides that it is appropriate to finance from the Special Voluntary Fund strategic and cross-cutting thematic evaluations and to supplement the monitoring of United Nations Volunteers and projects executed by the United Nations Volunteers programme.

19 June 1998

98/14. Assistance to Myanmar

The Executive Board

1. Notes that continued funding of project activities in the sectors previously outlined in Governing Council decision 93/21, and confirmed by Executive Board decision 96/1, is estimated at $50 million for the period mid-1999 to end-2001;

2. Authorizes the Administrator, on a project-by-project basis, to approve HDI-E project extensions up to $36.9 million from target for resource assignment from the core (TRAC) resources for the current resource planning period, and up to $13.1 million from the TRAC resources for the next resource planning period, as they become available;

3. Authorizes the Administrator to mobilize, in consultation with the other United Nations funds and programmes concerned, non-core resources for a

United Nations system-wide programme of assistance to northern Rakhine State, through appropriate mechanisms and modalities;

4. Requests the Administrator to continue to provide the Executive Board, on an annual basis, with a report on the progress and challenges in the implementation of project activities of the Human Development Initiative.

19 June 1998

98/15. UNDP communication and information policy

The Executive Board

1. Takes note of document DP/1998/23, in which the Administrator outlines the advances made in the implementation of the UNDP communication, advocacy and information strategy;

2. Welcomes the progress that has taken place since 1995 in creating better visibility and awareness for UNDP and the United Nations system among various target audiences;

3. Encourages the Administrator to emphasize results in the UNDP communication policy as well as the linkage between communication and advocacy and resource mobilization;

4. Supports the efforts of the Administrator to promote and increase the visibility of UNDP in order to expand public awareness of the scope and effectiveness of the Programme and its contribution to the goals of sustainable human development, bearing in mind that communication strategies should be tailored to fit the different target audiences;

5. Invites the Administrator to make a presentation to the Executive Board at its first regular session 1999 that will outline, within the UNDP corporate communication and advocacy strategy, the key areas that will respond to current communication needs, bearing in mind decision 97/17 and comments made by delegations at the annual session 1998;

6. Requests the Administrator to present to the Executive Board at its annual session 1999 a plan of action to implement the key areas identified at the first regular session 1999, including its budgetary implications.

19 June 1998

98/16. Activities of the United Nations Office for Project Services

The Executive Board

1. Takes note of the report of the Executive Director of the United Nations Office for Project Services (DP/1998/24 and DP/1998/24/Add. 2*), further

noting that UNOPS continues to operate successfully in accordance with the self-financing principle;

2. Requests the Management Coordination Committee to assist and guide the Executive Director of the United Nations Office for Project Services in finding appropriate responses to those areas identified in document DP/1998/24 in which UNOPS progress is slow or where unexpected difficulties are being encountered;

3. Approves the establishment of the post of Chief Information Officer at the D-1 level with effect from 1 July 1998.

12 June 1998

98/17. Overview of decisions adopted by the Executive Board at its annual session 1998 (Geneva, 8-19 June 1998)

The Executive Board

Recalls that during the annual session 1998 it:

ITEM 1: ORGANIZATIONAL MATTERS

Approved the agenda and work plan for its annual session 1998 (DP/1998/L.3; DP/1998/L.3*(Spanish only) and DP/1998/L.3/Corr.1) as orally amended;

Agreed to the following schedule of future sessions of the Executive Board in 1998 and 1999 subject to the approval of the Committee on Conferences:

Third regular session 1998:	14-18 September 1998
First regular session 1999:	25-29 January 1999
Second regular session 1999:	5-9 April 1999
Annual session 1999:	14-25 June 1999 (New York)
Third regular session 1999:	13-17 September 1999

Agreed to the subjects to be discussed at the third regular session 1998 of the Board, as listed in the annexed work plan;

UNFPA SEGMENT

ITEM 2: REPORT OF THE EXECUTIVE DIRECTOR FOR 1997

Took note of the report of the Executive Director for 1997 on programme priorities, programme effectiveness, statistical overview and regional overview (DP/FPA/1998/3 (Part I), (Part I/Add.1), (Part II) and (Part III));

Requested the Executive Director to submit to the Executive Board at its third regular session 1998 a conference room paper on sector-wide approaches;

ITEM 3: ABSORPTIVE CAPACITY AND FINANCIAL RESOURCE UTILIZATION

Adopted decision 98/10 of 12 June 1998 on absorptive capacity;

ITEM 4: WORK PLAN AND REQUEST FOR PROGRAMME EXPENDITURE AUTHORITY

Adopted decision 98/11 of 12 June 1998 on the UNFPA work plan for 1999-2002 and programme expenditure authority;

Took note of the report on the status of financial implementation of country programmes and projects approved by the Governing Council and the Executive Board (DP/FPA/1998/8);

ITEM 5: PERIODIC REPORT ON EVALUATION

Adopted decision 98/12 of 12 June 1998 on UNFPA evaluation;

ITEM 6: INFORMATION AND COMMUNICATION STRATEGY

Took note of the oral report on the UNFPA information and communication strategy;

ITEM 7: RESOURCE MOBILIZATION STRATEGY

Took note of the conference room paper containing an update of the UNFPA financial situation (DP/FPA/1998/CRP.3), and the comments made thereon;

UNDP SEGMENT

ITEM 8: ANNUAL REPORT OF THE ADMINISTRATOR

Took note of the report of the Administrator for 1997, including the introduction to the report, main programme record, global and interregional programmes, other funds and programmes, Programme of Assistance to the Palestinian People, United Nations System-wide Special Initiative for Africa, reports of the Joint Inspection Unit and statistical annex (DP/1998/17/Add. 1-7 and DP/1998/17/Add.1(Part III)/Corr.1), with comments made thereon;

Took note of the report on follow-up to decision 97/16 on change management, including the interim report on the subregional resource facilities (DP/1998/CRP.8);

Took note of the UNDP strategic plan 1998 (DP/1998/CRP.9);

ITEM 9: FOLLOW-UP TO THE UNITED NATIONS REFORM

Took note of the oral report on the UNDP role in the follow-up to United Nations reform;

Took note of the report on Emergency Relief Coordinator: Transfer of responsibilities to the United Nations Development Programme (DP/1998/18);

ITEM 10: EVALUATION

Took note of the report on UNDP evaluation activities (DP/1998/19);

ITEM 11: UNITED NATIONS VOLUNTEERS

Adopted decision 98/13 of 19 June 1998 on the United Nations Volunteers programme;

ITEM 12: RESOURCE MOBILIZATION

Took note of the oral report of the President on the work of the Open-ended, Ad Hoc Working Group on the UNDP Funding Strategy;

ITEM 13: COUNTRY COOPERATION FRAMEWORKS AND RELATED MATTERS

Adopted decision 98/14 of 19 June 1998 on assistance to Myanmar;

Took note of the report on the implementation of the human rights component of the first country cooperation framework for Belarus (DP/1998/22);

ITEM 14: COMMUNICATION AND INFORMATION POLICY

Adopted decision 98/15 of 19 June 1998 on the UNDP communication and information policy;

ITEM 15: UNITED NATIONS OFFICE FOR PROJECT SERVICES

Adopted decision 98/16 on the activities of the United Nations Office for Project Services;

Took note of the report on follow-up to recommendations of the Board of Auditors (DP/1998/25);

ITEM 16: INTERNAL OVERSIGHT

Took note of the reports on internal audit and oversight activities of the United Nations Development Programme, the United Nations Office for Project Services and the United Nations Population Fund, contained in documents DP/1998/26, DP/1998/24/Add.1 and DP/FPA/1998/7, and requested the United Nations Population Fund to take appropriate measures to enforce the recommendations contained in its report and to report annually on progress made;

ITEM 17: OTHER MATTERS

Took note of the oral report on the activities of the Joint United Nations Programme on HIV/AIDS (UNAIDS) in 1997;

Took note of the oral report on World Trade Organization initiatives for least developed countries;

Took note of the report on the round-table mechanism (DP/1998/CRP.2);

Took note of the oral report on the UNDP programme in Montserrat.

19 June 1998

Annex

Third regular session 1998 (14-18 September 1998)
(5 working days*)

Item No.	Nature of report	Action/ Information	Time allotted	Item and subject
1				ORGANIZATIONAL MATTERS
	Official (DP/1998/L.4)	A		Provisional agenda, annotations, list of documents
	Official	A		Report on the second regular session 1998
	Official	A		Report on the annual session 1998
	Official	I		Decisions adopted by the Executive Board at the annual session 1998
	CRP	I		Outline for Executive Board work plan 1999
				UNDP SEGMENT
2	Oral	I	1 day	UNDP 2001 : Progress report
3				FINANCIAL, BUDGETARY AND ADMINISTRATIVE MATTERS
	Official	I/A		Annual review of the financial situation 1997 (including a report on the implementation of the budget for the biennium 1998-1999)
	Official	I		Risk management
	Official	I		Activities of the Inter-Agency Procurement Services Office (including procurement from developing countries)
	Official	I		Subcontracts awarded and major equipment ordered
	Official	I		Review and revision of UNDP Financial Regulations and Rules
	Official	I		United Nations system technical cooperation expenditures 1997

Item No.	Nature of report	Action/ Information	Time allotted	Item and subject
4				COUNTRY COOPERATION FRAMEWORKS AND RELATED MATTERS
	Official	A	1 day	Review of the successor programming arrangements
	Oral	I		Report on implementation of the first country cooperation framework for Nigeria (97/25)
5				UNOPS: FINANCIAL, BUDGETARY AND ADMINISTRATIVE MATTERS
	Official	A	½ day	Revised budget estimates for the biennium 1998-1999 (including risk management, reserves and surplus income)
6	Oral	I		UNIFEM (97/18)
7				RESOURCE MOBILIZATION
	CRP	A	½ day	Report of the Open-ended, Ad Hoc Working Group on UNDP Funding Strategy
				UNFPA SEGMENT
8	Oral	A	½ day	RESOURCE MOBILIZATION
9				FINANCIAL, BUDGETARY AND ADMINISTRATIVE MATTERS
	Official	I		Annual financial review, 1997
	Official	A		Revision of financial regulations
	Official	I		Multi-bilateral and trust fund arrangements (97/26)
10				SOUTH-SOUTH COOPERATION
	Official	A	1½ days	Partners in Population and Development (96/9)
11	Official	A		COUNTRY PROGRAMMES AND RELATED MATTERS

Item No.	Nature of report	Action/ Information	Time allotted	Item and subject
12				COORDINATING COMMITTEE ON HEALTH
	Official	I		Report on first meeting of the Coordinating Committee on Health
13	CRP	I		SECTOR-WIDE APPROACHES
14				OTHER MATTERS, including:
	CRP	I		- Field visits

Abbreviations: A = action; CRP = conference room paper; I = information; and UNOPS = United Nations Office for Project Services.

98/18. UNDP: Revisions to the Financial Regulations and Rules

The Executive Board

1. Notes the proposed revised structure for the UNDP Financial Regulations and Rules contained in annex I of document DP/1998/32;

2. Approves the proposed revisions to the current version of the UNDP Financial Regulations and Rules (UNDP/FIN REG & RULES/Rev.1 and Rev.2) contained in annex II, sections A, B and C of document DP/1998/32.

22 September 1998

98/19. Successor programming arrangements

The Executive Board

1. Takes note of the review of the successor programming arrangements contained in document DP/1998/34, the improvements made in the programming processes and further streamlining planned, as well as the adjustments to authorized programming levels made in accordance with paragraph 25 of decision 95/23, as described in paragraphs 28-31 of document DP/1998/34;

2. Recognizes that the outcomes of the Open-Ended, Ad Hoc Working Group on the Funding Strategy for UNDP, as adopted in decision 98/23, will have implications for the financial parameters of the programming arrangements;

3. Decides to apply the various financial planning parameters of decision 95/23 for the years 2000-2001, including the provisions of paragraph 25, and requests the Administrator to proceed with programme planning and implementation on this basis;

4. Endorses the proposed extension of the percentage earmarkings for programme resources set out in decision 95/23, with the following modifications, as described in paragraphs 76-83 of document DP/1998/34:

(a) From 2001 onwards, the separate percentage earmarking for implementation services shown under line 1.6 will be transferred in its entirety to the earmarkings for target for resource assignments from the core lines 1.1.1 and 1.1.2 (TRAC 1 and 2), with the reimbursement of administrative and operational services to continue as a negotiated arrangement with eligible United Nations entities, and as a reporting mechanism;

(b) From 2001 onwards, the separate percentage earmarkings for support for policy and programme development and for support for technical services shown respectively under lines 2.2 and 2.3 will be merged into a single earmarking under line 2.2, and adjusted in line with paragraph 80 of document DP/1998/34;

5. Reaffirms the basic methodology for the distribution of resources as described in paragraphs 21-26 of decision 95/23 as the basis for calculating

TRAC 1 earmarkings for individual countries, as well as for overall TRAC allocations, with the following modifications from the year 2001:

(a) The financial and programming parameters set out in paragraphs 3 and 4 of the present decision;

(b) The inclusion of "other resources" as noted in paragraph 88, footnote 11 of document DP/1998/34;

6. Reaffirms the principles of net contributor country status and of graduation and welcomes the important role of net contributor countries in the programme;

7. Requests the Administrator to examine ways to improve the flexibility in the allocation of TRAC 2 resources and report the findings to the Executive Board at its first regular session 1999;

8. Requests the Administrator to provide the Executive Board at its first regular session 1999 with possible implications for programming arrangements resulting from the assessment of the pilot phase of the United Nations Development Assistance Framework;

9. Requests the Administrator to submit at the first regular session 1999 a detailed analysis of the implications of the various scenarios outlined in paragraphs 91-97 of document DP/1998/34, including: (a) the full cost implications for both Governments and UNDP of maintaining offices in net contributor countries, including the support provided by headquarters and (b) the implications for the resident coordinator system and for the additional services relating to United Nations system representation provided by UNDP offices in net contributor countries;

10. Requests the Administrator to provide the Executive Board at the first regular session 1999 with an analysis of the proposal made in paragraph 96 of document DP/1998/34 to take net contributor countries out of the TRAC calculation model and manage and monitor this category as a separate group of programme countries.

23 September 1998

98/20. UNOPS: Budget estimates for the biennium 1998-1999

The Executive Board

1. Takes note of the report of the Executive Director on revised budget estimates for the biennium 1998-1999 (DP/1998/35);

2. Approves the revised budget estimates for the 1998-1999 biennium in the amount of $100,955,000;

3. Approves the proposal that any excess of expenditure over income arising out of the extraordinary non-recurring activities in the 1998-1999

biennium be charged against the operational reserve of the United Nations Office for Project Services;

4. Approves the staffing level as proposed for the biennium 1998-1999, the relocation of two posts from New York to the Rome office and the establishment of the post of Chief of the Abidjan office at the D-1 level;

5. Takes note of the project-specific and temporary post of resident project manager at the L-6 level included in the staffing table for the biennium 1998-1999.

21 September 1998

98/21. UNFPA: Revisions to the Financial Regulations

The Executive Board

Approves the revisions to the United Nations Population Fund Financial Regulations as contained in paragraphs 3, 4 and 5 of document DP/FPA/1998/10, with amendments to Regulation 4.14 (g) and Regulation 5.4, as follows:

(a) Regulation 4.14 (g): Amounts otherwise designated to be credited to the biennial support budget, including, inter alia, income derived from UNFPA support costs and net income relating to procurement services provided to third parties;

(b) Regulation 5.4: Funds received by UNFPA under Regulation 14.6 for procurement of supplies, equipment and services on behalf and at the request of Governments, specialized agencies or other intergovernmental or non-governmental organizations shall be treated as trust funds. The income relating to procurement services provided to third parties shall be used to meet the direct cost of these services. At the close of a biennium, any excess of income shall be credited to the biennial support budget.

16 September 1998

98/22. UNFPA multi-bilateral trust-fund arrangements

The Executive Board

1. Welcomes the report on the review of multi-bilateral trust-fund arrangements prepared in response to Executive Board decision 97/26 (DP/FPA/1998/11);

2. Reaffirms the principle of additionality and complementarity of multi-bilateral funding on the understanding that it will not impinge on the general resources of the Fund;

3. Endorses the principle of full cost-recovery for multi-bilateral assistance based on charges for managerial and support services and administrative and operational support;

4. Also endorses the establishment of a managerial and support services charge to be levied at a rate of 5 per cent on all multi-bilateral activities, as set out in document DP/FPA/1998/11;

5. Accepts, as an interim measure, the proposed increase in administrative and operational support costs from the present rate of 5 per cent to the proposed rate of 7.5 per cent;

6. Requests the Executive Director to develop a methodology for full cost identification and recovery;

7. Also requests the Executive Director to quantify the level of charges for administrative and operational support, as recommended by the Advisory Committee on Administrative and Budgetary Questions in its report contained in document DP/1998/37-DP/FPA/1998/14, and to report thereon to the Executive Board with a view to adopting a final decision on administrative and operational support costs at its third regular session 1999;

8. Decides that the new cost-recovery arrangements shall be effective from 1 January 1999 and shall apply to new agreements as of that date.

22 September 1998

98/23. UNDP funding strategy

The Executive Board

1. Reaffirms the fundamental characteristics of the operational activities of the United Nations development system, which are, inter alia, universality, neutrality, multilateralism, and its voluntary and grant nature, fully respecting the priorities of programme countries and responding to the needs of developing countries in a flexible manner;

2. Welcomes the role of UNDP in supporting United Nations development activities, including strengthening the role of the United Nations at the country level;

3. Welcomes the commitment of UNDP to working in partnership with the broader United Nations system, international organizations, the private sector and civil society in assisting programme countries in their pursuit of national development plans and priorities for sustainable human development in accordance with the policies agreed by the Executive Board;

4. Stresses the need for a funding strategy, based on the concept of collective ownership, partnership and shared interests with differentiated responsibilities, to strengthen UNDP support for the increasing development needs of programme countries, in particular, least developed countries;

5. Recognizes that a focused, effective and visible programme is important for resource mobilization and reaffirms its decisions 98/1 and 94/14 and endorses the ongoing efforts to enhance the impact of the advocacy and institutional profile of UNDP by strengthening its communication and information strategy, with particular emphasis on cost-effective, high-impact strategies and well-targeted messages;

6. Reiterates that core resources are the bedrock of UNDP and are essential to maintaining the multilateral nature of its work;

7. Recognizes the importance of non-core resources, including cost-sharing, trust funds and non-traditional sources of financing, as a mechanism to enhance the capacity and to supplement the means of UNDP, and in this context recalls its decision 98/2;

8. Regrets the decline in core resources and reaffirms the need to reverse this trend and to establish a mechanism to place UNDP core funding on a predictable and continuous basis;

9. Recognizes that overdependence on a limited number of donors carries risks for the long-term financial sustainability of UNDP and urges all donor and programme countries in a position to do so to increase their contributions to core resources;

10. Adopts an annual funding target of $1.1 billion;

11. Stresses, in this context, the urgent need to achieve annual increases in the mobilization of core resources until the target is met;

12. Decides, in this context, that UNDP shall:

(a) Develop a multi-year funding framework that integrates programme objectives, resources, budget and outcomes, with the objective of increasing core resources, taking into account the following principles:

(i) This framework shall maintain the order of priorities and the mandate of UNDP as determined by the Executive Board;

(ii) This framework shall not introduce any conditionality nor result in distortions of priorities or changes in the current system of resource allocation;

(iii) The allocation of additional core resources that may be mobilized by the multi-year funding framework shall be consistent with programming guidelines determined by the Executive Board, and priority must be given to programmes;

(b) Designate the second regular session of the Executive Board, starting in 1999, as the time when all member countries would:

(i) Announce their voluntary core contributions to UNDP as follows: a firm funding commitment for the current year; for those in a position

to do so, a firm contribution or indication of the contribution for the following year; and a firm or tentative contribution for the third year;

(ii) Announce payment schedules for the current year; early payments should be encouraged;

(iii) Review the record of actual core contributions and government contributions to local office costs payments as well as the timing of payments made in the previous calendar year;

13. Decides to initiate a fully participative, transparent, open-ended consultative process between the UNDP secretariat and the States members of UNDP for designing a multi-year funding framework based on the principles as outlined in paragraph 12 of the present decision and on the modalities for the announcement of contributions with a view to holding the first such meeting as stipulated in paragraph 12 (b) of the present decision;

14. Requests the Administrator, on the basis of these consultations, to submit to the Executive Board a report on the multi-year funding framework for consideration at its first regular session in 1999.

23 September 1998

98/24. UNFPA funding strategy

The Executive Board

1. Reaffirms the fundamental characteristics of the operational activities of the United Nations development system, which are, inter alia, universality, neutrality, multilateralism, and its voluntary and grant nature, fully respecting the priorities of programme countries and responding to the needs of developing countries in a flexible manner;

2. Welcomes the effective role of UNFPA in advocating for and implementing programmes and activities in full accordance with its mandate and the Programme of Action of the International Conference on Population and Development (ICPD) and emphasizes the need for predictable, timely payments and increased funding to enhance the capacity of UNFPA to contribute to the implementation of the ICPD Programme of Action;

3. Stresses the need for a funding strategy based on a concept of collective ownership, partnership and shared interests with differentiated responsibilities that is programme-driven and that encourages a collective partnership with programme and donor countries, lending institutions, the private sector and foundations;

4. Also stresses the important opportunity offered by the five-year review of the implementation of the ICPD Programme of Action in reinvigorating international commitment to the Programme of Action, including to mobilize financial support, based on an analysis of progress made, lessons learned and

obstacles encountered, and recalls the resource goals as foreseen in the ICPD Programme of Action;

5. Recognizes the clear and focused mandate and programme priorities of UNFPA and the Fund's clear and focused resource allocation system, which is based on a country's level of achievement of ICPD goals and gives special attention to least developed countries, low-income countries and Africa;

6. Reiterates that core resources are the bedrock of UNFPA and are essential to maintaining the multilateral nature of the Fund's assistance;

7. Recognizes that an effective and visible programme is essential for resource mobilization and, while recognizing the commendable efforts of UNFPA to date in this area, urges the Fund to continue to expand its advocacy and institutional profile at the national and international level in order to illustrate better the importance of its work and of the impact and effectiveness of its programmes;

8. Also recognizes the importance for UNFPA of non-core resources and the work of non-State actors in mobilizing resources;

9. Adopts for UNFPA a programme-driven total resource goal of $400 million for 1999; requests the Executive Director, with the support of all the members of the Fund, to make every effort to reach this goal by mobilizing resources from all sources, including donor and programme countries, foundations, and the private sector; and decides to review this goal in September 1999 with a view to deciding goals for future years;

10. Recognizes that overdependence on a limited number of donors carries risks for the long-term financial sustainability of UNFPA and urges all donors and programme countries in a position to do so to increase their contributions to core resources;

11. Decides, in this context, that UNFPA shall:

(a) Develop a multi-year funding framework that integrates programme objectives, resources, budget and outcomes, with the objective of increasing core resources, taking into account the following principles:

(i) This framework shall maintain the order of priorities and the mandate of UNFPA as determined by the Executive Board;

(ii) This framework shall not introduce any conditionality nor result in distortions in priorities or changes in the current system of resource allocation;

(iii) The allocation of additional core resources that may be mobilized by the multi-year funding framework shall be consistent with programming guidelines determined by the Executive Board, and priority must be given to programmes;

(b) Designate the second regular session of the Executive Board, starting tentatively with the second regular session 1999, as the time when all member countries would:

(i) Announce their voluntary core contributions to UNFPA as follows: a firm funding commitment for the current year; for those in a position to do so, a firm contribution or indication of the contribution for the following year and a firm or tentative contribution for the third year;

(ii) A ounce payment schedules for the current year; early payments should be encouraged;

(iii) Review the record of actual core contributions as well as the timing of payments made in the previous calendar year;

12. Decides to initiate a fully participative, transparent, open-ended consultative process between the UNFPA secretariat and the States members of UNFPA for designing a multi-year funding framework based on the principles as outlined in paragraph 11 of the present decision and on the modalities for the announcement of contributions with a view to holding the first such meeting as stipulated in paragraph 11 (b) of the present decision;

13. Requests the Executive Director, on the basis of these consultations, to submit to the Executive Board a report on the multi-year funding framework for consideration at its second regular session 1999.

23 September 1998

98/25. Overview of decisions adopted by the Executive Board at its third regular session 1998, 14-16 September and 21-22 September 1998

The Executive Board

Recalls that during the third regular session 1998 it:

ITEM 1: ORGANIZATIONAL MATTERS

Approved the agenda and work plan for its third regular session 1998 (DP/1998/L.4 and Corr.1) as orally amended;

Approved the reports of the second regular session 1998 and annual session 1998 (DP/1998/15 and DP/1998/27);

Took note of the proposed annual work plan 1999 for the UNDP/UNFPA Executive Board (DP/1998/CRP.10);

Agreed to the following schedule of future sessions of the Executive Board in 1999 subject to the approval of the Committee on Conferences:

First regular session 1999: 25-29 January 1999

Second regular session 1999: 5-9 April 1999

Annual session 1999: 14-25 June 1999 (New York)

Third regular session 1999: 13-17 September 1999

Agreed to the subjects to be discussed at the first regular session 1999 of the Board, as listed in the annex to the present decision;

UNDP SEGMENT

ITEM 2: PROGRESS REPORT ON UNDP 2001

Agreed to postpone consideration of the progress report on UNDP 2001 to the first regular session 1999;

ITEM 3: FINANCIAL, BUDGETARY AND ADMINISTRATIVE MATTERS

Took note of the report on the annual review of the financial situation 1997 (including a report on the implementation of the budget for the biennium 1998-1999) (DP/1998/29 and DP/1998/29/Add.1);

Took note of the report on the activities of the Inter-Agency Procurement Services Office (DP/1998/30);

Took note of the 1997 Annual Statistical Report (DP/1998/31);

Took note of the report of the Advisory Committee on Administrative and Budgetary Questions on revision of financial regulations of the United Nations Development Programme (DP/1998/37);

Adopted decision 98/18 of 22 September 1998 on the revisions to the UNDP Financial Regulations and Rules;

Took note of the report on United Nations system technical cooperation expenditure 1997 (DP/1998/33 and DP/1998/33/Add.1);

ITEM 4. COUNTRY COOPERATION FRAMEWORK AND RELATED MATTERS

Adopted decision 98/19 of 23 September 1998 on successor programming arrangements;

Approved the following country cooperation frameworks:

I

First country cooperation framework for Burundi (DP/CCF/BDI/1);

First country cooperation framework for Equatorial Guinea (DP/CCF/EQG/1);

II

First country cooperation framework for Costa Rica (DP/CCF/COS/1);

First country cooperation framework for Paraguay (DP/CCF/PAR/1);

Approved the extensions of the following country cooperation framework and country programmes:

I

Extension of the first country cooperation framework for Bangladesh (DP/CCF/BGD/1/EXTENSION I);

II

Second extension of the third country programme for the Cayman Islands (DP/CP/CAY/3/EXTENSION II);

Extension of the fifth country programme for Ecuador (DP/CP/ECU/5/EXTENSION I);

Took note of the oral report on the implementation of the first country cooperation framework for Nigeria;

Took note of the oral report on assistance to the Democratic Republic of the Congo;

ITEM 5. UNOPS: FINANCIAL, BUDGETARY AND ADMINISTRATIVE MATTERS

Adopted decision 98/20 of 21 September 1998 on the UNOPS revised budget estimates for the biennium 1998-1999;

Took note of the report of the Advisory Committee on Administrative and Budgetary Questions on the UNOPS revised budget estimates for the biennium 1998-1999 (DP/1998/36);

ITEM 6. UNITED NATIONS DEVELOPMENT FUND FOR WOMEN

Took note of the oral report on the United Nations Development Fund for Women;

ITEM 7. RESOURCE MOBILIZATION

Adopted decision 98/23 of 23 September 1998 on the funding strategy for UNDP;

UNFPA SEGMENT

ITEM 8. UNFPA: RESOURCE MOBILIZATION

Adopted decision 98/24 of 23 September 1998 on the funding strategy for UNFPA;

ITEM 9. UNFPA: FINANCIAL, BUDGETARY AND ADMINISTRATIVE MATTERS

Took note of the report on the UNFPA annual financial review 1997 (DP/FPA/1998/9);

Adopted decision 98/21 of 16 September 1998 on the revision of UNFPA Financial Regulations;

Took note of the report of the Advisory Committee on Administrative and Budgetary Questions on the revision of financial regulations of UNFPA and the review of multi-bilateral trust-fund arrangements of UNFPA (DP/FPA/1998/14);

Adopted decision 98/22 of 22 September 1998 on UNFPA multi-bilateral trust-fund arrangements;

Took note of the progress report on the implementation of the UNFPA 1998-1999 biennial support budget (DP/FPA/1998/12);

ITEM 10. SOUTH-SOUTH COOPERATION

Took note of the progress report on UNFPA support to Partners in Population and Development (DP/FPA/1998/13) and approved the continuing working relationship between UNFPA and the Partners in Population and Development as contained in the report;

ITEM 11. COUNTRY PROGRAMMES AND RELATED MATTERS

Approved the extensions of the following country programmes:

Extension of Assistance to the Government of Pakistan (DP/FPA/PAK/5/EXT 1);

Extension of Assistance to the Government of the Philippines (DP/FPA/PH/4/EXT 1);

Extension of Assistance to the Governments of Kazakhstan, Azerbaijan, Tajikistan, Turkmenistan, Uzbekistan and Kyrgyzstan (DP/FPA/KATTUK/1/EXT 1);

Took note of the oral report on the UNFPA Global Initiative on Contraceptive Requirements and Logistics Management Needs in Developing Countries, including the private sector initiative;

ITEM 12. COORDINATING COMMITTEE ON HEALTH

Took note of the report on the first meeting of the WHO/UNICEF/UNFPA Coordinating Committee on Health (DP/FPA/1998/CRP.4) and the comments thereon, and endorsed the Committee's terms of reference as contained in the report;

ITEM 13. SECTOR-WIDE APPROACHES

Decided to postpone consideration of the report on UNFPA and sector-wide approaches (DP/FPA/1998/CRP.5) to the second regular session 1999 of the Executive Board;

ITEM 14. OTHER MATTERS

Decided to postpone the review of the reports on the field visits to Bangladesh, Tunisia and Lebanon, and South Africa (DP/1998/CRP.13; DP/1998/CRP.14; and DP/1998/CRP.15) to the first regular session 1999.

23 September 1998

Annex

EXECUTIVE BOARD OF UNDP/UNFPA

DRAFT WORK PLAN 1999

First regular session 1999 (25-29 January 1999)

(5 working days)

Item No.	Nature of report	Action/ Information	Time allotted	Item and subject
1				ORGANIZATIONAL MATTERS
		A		Election of the Bureau for 1999
	Official (DP/1999/L.1)	A		Provisional agenda, annotations, list of documents
	Official	A		Report on the third regular session 1998
	Official	I	½ day	Decisions adopted by the Executive Board in 1998
	CRP	A		Annual work plan 1999 for UNDP/UNFPA Executive Board (96/25)
				JOINT UNDP/UNFPA SEGMENT
2				FINANCIAL, BUDGETARY AND ADMINISTRATIVE MATTERS
	Official	I	½ day	Updated overview of implementation of recommendations of the Board of Auditors (97/2 and 97/3)

Item No.	Nature of report	Action/ Information	Time allotted	Item and subject
				UNDP SEGMENT
3				UNDP 2001
	CRP	I		Progress report on implementation of change management (97/15)
4			1 day	COUNTRY COOPERATION FRAMEWORKS AND RELATED MATTERS
	CRP	A		Follow-up to decision 98/19 on successor programming arrangements
	Official	A		Country cooperation frameworks
5				INFORMATION AND COMMUNICATION STRATEGY
	Oral	I	½ day	Presentation on key areas of communication needs (98/15)
6				SPECIAL FUNDS AND PROGRAMMES
	Official	I	1 day	Reports on activities of the Global Environment Facility, Montreal Protocol, the Office to Combat Desertification and Drought (UNSO) and the United Nations Revolving Fund for Natural Resources Exploration (92/2)
7				RESOURCE MOBILIZATION
	CRP	A	½ day	Follow-up to decision 98/23 on UNDP funding strategy
8				FINANCIAL, BUDGETARY AND ADMINISTRATIVE MATTERS
		A		Report on UNDP financial risk assessment

Item No.	Nature of report	Action/ Information	Time allotted	Item and subject
9				FIELD VISITS
	CRP	I		Reports on field visits 1998
			½ day	
10				OTHER MATTERS
	Oral	I		Coordinating Committee on Health
			½ day	JOINT MEETING OF THE UNDP/UNFPA AND UNICEF EXECUTIVE BOARDS
		I		(Date and agenda to be agreed upon by a joint meeting of the Bureaux of the respective Executive Boards)*

Abbreviations: A = action; CRP = conference room paper; I = information.

* With the participation of the Bureau of the Executive Board of the World Food Programme.

UNITED NATIONS **DP**

Executive Board of the United Nations Development Programme and of the United Nations Population Fund

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DP/1999/3
18 November 1998

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Item 2 of the provisional agenda
UNDP

AUDIT REPORTS

Follow-up to recommendations of the report of the Board of Auditors for the biennium 1996-1997 (A/53/5/Add.1)

Report of the Administrator

I. PURPOSE

1. As in previous bienniums, and in accordance with General Assembly resolutions 47/211 of 22 December 1992 (paras. 9, 10, and 12) and 48/216 B of 23 December 1993 (para. 5), the Administrator is bringing to the attention of the Executive Board the report of the Board of Auditors on UNDP for the biennium ending 31 December 1997 (A/53/5/Add.1).

2. The present report has been prepared in response to General Assembly resolution 48/216 B, in which the General Assembly requested the Secretary-General and the executive heads of United Nations organizations and programmes to provide the Assembly with their responses and to indicate measures that would be taken to implement those recommendations, with appropriate timetables, at the same time that the recommendations of the Board of Auditors are submitted to the General Assembly, through the Advisory Committee on Administrative and Budgetary Questions (ACABQ).

3. The present document contains a tabular summary of recommendations, with paragraph reference to the report of the Board of Auditors for the biennium 1996-1997, listed by area of audit, namely programme expenditure incurred by Governments and executing agencies, cash management, premises management, information management systems, and change management. The table also indicates the UNDP response to each recommendation, as provided to the Board of Auditors during the preparation of its report, as well as the status of any follow-up action and the target date for completion at the date of preparing the present document. The Administrator is pleased to report that progress has

already been achieved in many areas and that efforts are being made to address issues that are still outstanding.

4. The Administrator wishes to indicate that, in response to the above-mentioned resolutions, UNDP has also submitted the present tabular summary report to the General Assembly, through the Secretary-General and ACABQ; it is contained in the report of the Secretary-General on the recommendations of the Board of Auditors (A/53/335/Add.1). The report of ACABQ is contained in document A/53/513.

5. During the course of the audit exercise for the biennium 1996-1997, UNDP provided a detailed written response to all the observations made by the Board of Auditors in the form of management letters. Such observations, findings, recommendations and UNDP responses are reflected in the report of the Board of Auditors.

II. EXECUTIVE BOARD ACTION

6. The Executive Board may wish to note that considerable progress has been made by the United Nations Development Programme in implementing the recommendations of previous reports of the Board of Auditors and that action is being taken to address all recommendations made by the Board of Auditors in its report for the 1996-1997 biennium.

1996/97 EXTERNAL AUDIT FOLLOW-UP ACTIONS AND TIMETABLE

Status as of 20 August 1998

Board of Auditors findings and recommendations	Paragraph reference	UNDP response to Board of Auditors	Remarks/proposed steps/status	Completion date
Programme expenditure incurred by Governments and executing agencies				
Audit reports from Governments				
1 The Board recommends that UNDP retain for at least two bienniums all audit reports received on national execution expenditure to enable the Board of Auditors to complete its audit of those reports that had not been received during the previous biennium.	20	UNDP agrees with the recommendation.	In the future UNDP will archive the audit reports applying the standard procedure for all financial records.	1998
Inventory control of non-expendable property				
2 The Board recommends that UNDP establish clear separation of duties between requisitioning, receipt of goods and maintenance of inventory records.	36	UNDP agrees with the recommendation.	UNDP will establish clear guidelines on segregation of duties.	December 1998
Other income				
3 The Board recommends that the UNDP Financial Regulations be amended to require exchange losses arising other than from voluntary contributions to be charged as expenditures, as suggested by United Nations Accounting Standards, paragraph 29, and in line with practice adopted by United Nations Headquarters.	38	There is no need for a change to the Financial Regulations; however there will have to be a change to Rule 104.3. UNDP has agreed with the Board to report gains/losses in a separate line in the income statement and to provide a separate schedule in a note to the financial statements with the appropriate breakdown.	The proposed revised Financial Rule will be included in the comprehensive revision to the entire Financial Regulations and Rules in 1999.	December 1999

Board of Auditors findings and recommendations	Paragraph reference	UNDP response to Board of Auditors	Remarks/proposed steps/status	Completion date
Cash management				
Cash management policies and guidelines				
4 The Board recommends that UNDP monitor returns on investments against prevailing market rates.	45	UNDP agrees with the recommendation.	UNDP will establish appropriate benchmarks, through the Investment Committee, to be incorporated in its cash management policy and objectives.	Agreed at the Investment Committee on 12 August 1998.
Advances to agencies				
5 The Board recommends that UNDP should define "reasonable period of foreseen cash requirements" for its advances to agencies and regularly review the balance held.	52	UNDP provides funding to United Nations agencies on a monthly basis, based on the agencies' forecast of delivery and cash flow requirements. The levels of advances held are reviewed regularly and advance requests are denied when not satisfactorily justified. A "reasonable period of foreseen cash requirements" has been defined as the requirements for the current month plus needs for one additional month.	Already in place.	
Advances to agencies				
6 The Board recommends that UNDP examine the scope for reducing the extent to which agencies are funded in advance, and where possible, move to a system of reimbursing actual expenditure, thereby reducing cash flow risks and improving financial control.	53	The current method of funding United Nations agencies on a monthly basis, with agencies holding cash needs for between one and two months at any moment in time, dates back to the earliest days of UNDP and has been functioning effectively. The Administrator does not believe that there is any scope for agencies to pre-finance UNDP programme activities against a reimbursement arrangement.	No further action is required.	

Board of Auditors findings and recommendations	Paragraph reference	UNDP response to Board of Auditors	Remarks/proposed steps/status	Completion date
Premises Management				
Management information				
7 The Board recommends that UNDP maintain information on occupancy levels of its headquarters buildings in order to help to control and monitor costs.	67	UNDP has already, in connection with the United Nations Development Group (UNDG) Sub-group on Common Premises and Services, established certain information systems that will be maintained on a regular basis. Towards this end an agreement has been reached within the Sub-group that all four partners will use a common software package (Aperture) to capture systematically data elements of headquarters and country office premises, such as cost, tenure, size, condition, occupancy, etc. This will allow information to be shared among partners and meaningful analyses to be carried out, based on key performance indicators, regarding premises management.	The database is under implementation.	December 1998
Management information				
8 The Board recommends that UNDP develop and adopt key performance indicators to assess the effectiveness and efficiency of field offices and headquarters in managing their real estate. These indicators should include unit cost measures relating directly to the objectives specified in an estate management strategy.	68	See comments in 7 above.		

Board of Auditors findings and recommendations	Paragraph reference	UNDP response to Board of Auditors	Remarks/proposed steps/status	Completion date
Common premises and services				
9 The Board welcomes these developments and recommends that UNDP finalize and issue the guidelines on common premises and services without delay.	71	These initiatives will not be handled by UNDP separately but in a harmonized way under UNDG. The UNDG Sub-group on Common Premises and Services is currently preparing guidelines for common premises. UNDGO is working on final draft Consultative Committee on Programme and Operational Questions (CCPOQ) guidelines on common services (to be presented to CCPOQ in September 1998).	Completion date will be known only after the September 1998 CCPOQ session.	
Rental arrangements and expenditure				
10 The Board recommends that UNDP strengthen its efforts to implement its current policy with regard to seeking rent-free office accommodation.	81	This will be examined in consultation with the Bureau for Planning and Resource Management (BPRM) and the regional bureaux and in the context of the UNDG efforts, as mentioned in comments relevant to recommendation 9.		
Maintenance and alterations				
11 The Board recommends that UNDP prepare a forward plan for maintenance and alterations work to the premises it occupies.	84	UNDP agrees with the observations of the Board.	In this connection, UNDP will establish corporate standards and guidelines to country offices on renovations, maintenance and alterations. A plan for forward maintenance for UNDP headquarters and country office premises will be articulated and proposed as part of the next budget proposal.	1999

Board of Auditors findings and recommendations	Paragraph reference	UNDP response to Board of Auditors	Remarks/proposed steps/status	Completion date
Utilities expenditure				
12 The Board recommends that UNDP collect and analyse energy costs and consumption data for its premises in order to facilitate comparisons and to identify wastage and excessive costs.	86	In the context of the Green Office initiative, UNDP has appointed a coordinator to undertake work on how to reduce energy costs in the buildings that UNDP occupies at headquarters. This is an inter-agency effort and is being done in close cooperation with the Sub-group on Energy Savings, which has been constituted under the auspices of the United Nations Inter-Agency Task Force on Common Services. Recommendations will be included in the next budget proposal. UNDP will look into the possibility of formulating an energy management policy for both headquarters and its country offices.		1999
Space planning and allocation arrangements				
13 The Board recommends that UNDP establish organization-wide standards for space occupancy, with standards flexed to take account of job function within grade.	89	Agreed.	UNDP will develop a policy on space allocation that may include allocation not strictly on the basis of grade alone but may flex this based upon job function within grade. The effort will also be supported by the introduction of the Aperture software mentioned in reference to recommendation 8.	1999

Board of Auditors findings and recommendations	Paragraph reference	UNDP response to Board of Auditors	Remarks/proposed steps/status	Completion date
Information management systems				
Progress on the Financial Information Management System (FIMS) and Integrated Management Information System (IMIS) projects				
14 The Board recommends that UNDP standardize its procedures for investment appraisal of information technology projects to take full account of financial and non-financial benefits, as well as operational requirements.	99	Agreed.	This is now required in all project documents.	Ongoing
Progress on the FIMS and IMIS projects				
15 The Board recommends that UNDP ensure that project status reports include summaries of project expenditure against lifetime and biennial budgets.	100	Agreed.	UNDP will implement the recommendation in all cases in the future.	1998
Financial Information Management System (FIMS)				
16 The Board recommends that UNDP encourage country offices to begin operating the budget module at the earliest opportunity.	103	Agreed.	Under active monitoring.	September 1998
Procurement of information technology services				
17 The Board recommends that UNDP ensure that future contracts provide for payments to be linked to the achievement of specific targets and goals.	117	Agreed.	This will be monitored by the Advisory Committee on Procurement.	Ongoing

	Board of Auditors findings and recommendations	Paragraph reference	UNDP response to Board of Auditors	Remarks/proposed steps/status	Completion date
	Year 2000 issue				
18	The Board recommends that UNDP ensure that all systems are tested for Year 2000 compliance with sufficient lead time to correct any deficiencies.	124	Agreed.	All existing systems have been tested and new systems are being developed to be Y2K compliant.	1999
	Change management				
	Cost estimates				
19	The Board recommends that UNDP establish clear arrangements for funding the full costs of the change management initiative.	135	UNDP made a conscious decision to mobilize additional resources needed to carry out the change-related activities and has approached Governments who support UNDP efforts in this regard.	Projects under change initiatives requiring additional funding have been identified with costing. UNDP is actively pursuing donors to support these projects and has so far mobilized an indicative amount of $4.5 million.	December 1999
	Change management process				
20	The Board recommends that UNDP assess the financial and non-financial benefits expected to flow from its change programme and use this assessment to carry out a full investment appraisal of the change initiative.	140	UNDP agrees with the recommendation that the financial and non-financial benefits of the change should be fully assessed and analysed.	The planned comprehensive evaluation of the change process to be undertaken in July-September 1999 will include the investment appraisal element.	September 1999

Board of Auditors findings and recommendations	Paragraph reference	UNDP response to Board of Auditors	Remarks/proposed steps/status	Completion date
Monitoring and evaluation of the change process				
21 The Board recommends that UNDP develop appropriate performance indicators and measures to assess specific change implementation activities, relating these directly to the main objectives of the change process.	150	The UNDP 1998 Strategic Plan is based on the strategic agenda set by UNDP 2001. It has fully integrated all key elements of the change process. Its success criteria and the linkage of results to the objectives of change will provide a solid basis for a comprehensive assessment of the specific change implementation activities for 1998.	The planned assessment of the compacts at the end of 1998, the review of the implementation plan and the Strategic Plan should allow UNDP to evaluate the objectives of the change process.	December 1999